

PERSONAL DATA

- Copies of past 2 years tax returns, if possible (first-time clients)
- Social Security numbers and names as they appear on the SS card (including spouse and children)

EMPLOYMENT & INCOME DATA

- W-2's for tax year
- Interest Income: 1099-INT & 1099-OID
- Dividend Income Statements: 1099-D
- Pensions and annuities - 1099R
- Social Security income statement
- Alimony received
- Tax refunds & Unemployment Compensation: 1099-G
- Gambling and lottery winnings: W2-G
- Prizes and awards
- Scholarships and fellowships
- Disability income statement
- Jury duty pay
- Misc. income including rent: 1099-MISC

FINANCIAL ASSETS

- Stock/Bond year end statements (Including orig. purchase price & transaction costs)
- Mutual Fund year end statements (Including orig. purchase price & transaction costs)
- Annuity year end statements
- Foreign Account Information (statements, income information)

EDUCATION EXPENSES

- Student loan interest paid: 1098-E
- Qualified fees and expenses for post secondary education: 1098-T

SELF-EMPLOYMENT DATA

- Business profit & loss statement
- K-1's on all partnerships
- Rental income/expenses (see Rental Deduction worksheet)
- Farm profit & loss

DEDUCTIONS

- Medical expenses (RX, Dr's, DDS, medical miles, etc.)
- State and/or local estimated tax payments made
- Contracts for large purchases (cars, boats, etc.)
- Real estate taxes paid
- DMV Registration Fees
Vehicle 1 _____
Vehicle 2 _____
- Mortgage interest: (1st or 2nd Mtg.) 1098-INT
- Sale of your home or other real estate: 1099-S
- Final Escrow Closing Statement (if home was purchased or refinanced during the year)
- Receipts for goods donated to charity
- Un-reimbursed volunteer expenses
- Monetary gifts to charity (receipts for single donations of \$250 or more)
- Investment expenses
- Education expenses
- Child care expenses (including phone #, address and Tax I.D. # of provider)
- Medical savings accounts
- Adoption expenses (after adoption is final)
- Alimony paid and social security number of recipient
- Moving expenses
- IRA, Keogh & other retirement plan contributions
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